

COMMONWEALTH OF MASSACHUSETTS

**TOWN OF GRAFTON
SEMI ANNUAL TOWN MEETING
OCTOBER 21, 2019**

MINUTES

The Semi-Annual Town Meeting for the Town of Grafton was held on Monday, October 21, 2019 in the Auditorium of the Grafton High School at 7:30 p.m.

Upon order of the Moderator, Raymond Mead, 217 Brigham Hill Road, checkers were stationed at the entrances to the hall, using voting lists with which to check the names of those persons who entered.

The Moderator opened the meeting at 7:30 p.m. and welcomed all present.

Chairman of the Board of Selectmen, Edward Prisby, led the Pledge of Allegiance.

Mr. Mead advised all present of the procedures used during Town Meeting.

Mr. Mead then appointed David Robbins, 92 George Hill Road, as Deputy Moderator.

Mr. Mead recognized Ginny Kremer, Town Counsel, and Tim McInerney, Town Administrator, Rebecca Meekins, Assistant Town Administrator and Town Clerk, Kandy Lavallee. Representative David Muradian spoke briefly about the House Budget.

Town Clerk, Kandy Lavallee, read the return of the warrant.

Mr. Mead introduced guest speaker and EEE survivor, Cal Grady, who spoke briefly about his experience with EEE.

Tim DeChamps from Central Mass Mosquitos spoke briefly on the topic.

ARTICLE 1. ADJUST FY20 OPERATING BUDGET

To see if the Town will vote to adjust the FY20 budget as follows:

BUDGET TRANSFERS:

AMOUNT:	TRANSFER FROM:	TRANSFER TO:
\$4,500	Town Administrator Expenses	Town Administrator Personnel

AND TO APPROPRIATE:

AMOUNT:	ACCOUNT
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\$11,400	Town Clerk Personnel
\$75,000	Health Insurance Personnel
\$6,200	Elections & Registration Expenses
\$50,000	Municipal Expenses
\$17,750	Board of Health Expenses
\$32,000	School Department Expenses

And to meet said appropriation, raise and appropriate \$192,350 for the purpose of funding the accounts listed above.

Submitted by: Town Administrator

MOTION by Select Board Member Prisby: I move that the Town vote to adjust the FY20 budget as follows:

BUDGET TRANSFERS:

AMOUNT:	TRANSFER FROM:	TRANSFER TO:
\$4,500	Town Administrator Expenses	Town Administrator Personnel

AND TO APPROPRIATE:

AMOUNT:	ACCOUNT
\$11,400	Town Clerk Personnel
\$75,000	Health Insurance Personnel
\$6,200	Elections & Registration Expenses
\$50,000	Municipal Expenses
\$17,750	Board of Health Expenses
\$32,000	School Department Expenses

And to meet said appropriation, raise and appropriate \$192,350 for the purpose of funding the accounts listed above.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 2. PRIOR FISCAL YEAR BILLS

To see if the Town will vote to raise and appropriate \$493 to pay bills incurred in a prior fiscal year as follows:

Department	Vendor	Amount
DPW	Verizon	\$289
DPW	Gatehouse Media	\$204

Submitted by: Town Administrator

MOTION by Select Board Member Thomas: I move that the Town vote to raise and appropriate \$493 to pay bills incurred in a prior fiscal year as follows:

Department	Vendor	Amount
DPW	Verizon	\$289
DPW	Gatehouse Media	\$204

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried by the required nine-tenths vote.

ARTICLE 3. FIRE DEPARTMENT RETIREMENT

To see if the Town will vote to raise and appropriate \$25,000 to fund the Fire Department Retirement Account.

Submitted by: Town Administrator

MOTION by Select Board Member Carlson: I move that the Town vote to raise and appropriate \$25,000 to fund the Fire Department Retirement Account.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 4. SICK AND VACTION BUYBACK

To see if the Town will vote to pass over this article.

Submitted by: Town Administrator

MOTION by Select Board Member DeFazio: I move that the Town vote to pass over this article.

The motion was seconded.

A vote was taken.

The moderator declared the motion carried.

ARTICLE 5. CISCO HOMESTEAD

To see if the Town will vote to appropriate \$45,000 from the CPC Historical Reserve Account for the purpose of creating interior plans, drawings, and architectural specifications for the interior restoration of the Cisco Homestead located on the Nipmuc Reservation, 80 Brigham Hill Rd, Grafton, MA with funds to be expended by June 30, 2021.

Submitted by: Community Preservation Committee

Motion was made by Select Board Member Prisby: I move that the Town vote to appropriate \$45,000 from the CPC Historical Reserve Account for the purpose of creating interior plans, drawings, and architectural specifications for the interior restoration of the Cisco Homestead located on the Nipmuc Reservation, 80 Brigham Hill Rd, Grafton, MA with funds to be expended by June 30, 2021.

The motion was seconded.

A discussion ensued by Town Meeting members.

Rae Gould, Representative for Nipmuc Nation spoke briefly on the topic.

An amended motion was made by Bill Hanley, to appropriate \$27,500 from the CPC Historical Reserve Account for the purpose of creating interior plans, drawings, and architectural specifications for the interior restoration of the Cisco Homestead located on the Nipmuc Reservation, 80 Brigham Hill Rd, Grafton, MA with funds to be expended by June 30, 2021.

The Moderator declared the amended motion out of order because the Community Preservation Committee is the only one allowed to make amendments to a CPC article.

A vote was taken on the original motion.

The Moderator declared the motion carried.

ARTICLE 6. CPC AFFORDABLE HOUSING RESERVE

To see if the Town will vote to reserve \$53,957 from FY2020 Community Preservation Fund revenues for Affordable Housing.

Submitted by: Community Preservation Committee

MOTION by Select Board Member Thomas: I move the Town vote to reserve \$53,957 from FY2020 Community Preservation Fund revenues for Affordable Housing.

The motion was seconded.

A vote was taken.

The moderator declared the motion carried.

ARTICLE 7. CPC OPEN SPACE RESERVE

To see if the Town will vote to reserve \$53,957 from FY2020 Community Preservation Fund revenues for Open Space.

Submitted by: Community Preservation Committee

MOTION by Select Board Member Carlson: I move the Town vote to reserve \$53,957 from FY2020 Community Preservation Fund revenues for Open Space.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 8. CPC HISTORIC PRESERVATION RESERVE

To see if the Town will vote to reserve \$53,957 from FY2020 Community Preservation Fund revenues for Historic Preservation.

Submitted by: Community Preservation Committee

MOTION by Select Board Member DeFazio: I move the Town vote to reserve \$53,957 from FY2020 Community Preservation Fund revenues for Historic Preservation.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 9. FUND FOR CPC PURPOSES

To see if the Town will vote to appropriate \$273,750 from FY2020 Community Preservation Fund revenues for FY2020 Community Preservation Fund purposes.

Submitted by: Community Preservation Committee

MOTION by Select Board Member Prisby: I move the Town vote to appropriate \$273,750 from FY2020 Community Preservation Fund revenues for FY2020 Community Preservation Fund purposes.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 10. CPC BASELINE REPORTS

To see if the Town will vote to appropriate \$4,000 from the Open Space Reserve Account for the purpose of creating baseline reports for Conservation Restrictions held by the Grafton Land Trust on the Great Meadows Gateway parcel and the Robinson Chapter 61B withdrawal purchase recently added to the Silver Lake Conservation Area, with funds to be expended by June 30, 2021.

Submitted by: Community Preservation Committee

MOTION by Select Board Member Thomas: I move the Town vote to appropriate \$4,000 from the Open Space Reserve Account for the purpose of creating baseline reports for Conservation Restrictions held by the Grafton Land Trust on the Great Meadows Gateway parcel and the Robinson Chapter 61B withdrawal purchase recently added to the Silver Lake Conservation Area, with funds to be expended by June 30, 2021.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 11. BASELINE REPORTS FOR CPC

To see if the town will vote to appropriate \$4,000 from the Open Space Reserve Account for the purpose of creating baseline reports for Conservation Restrictions held by the Grafton Land Trust on the Webber and Mazza Farm parcels, with funds to be expended by June 30, 2021.

Submitted by: Community Preservation Committee

MOTION by Select Board Member Carlson: I move the Town vote to appropriate \$4,000 from the Open Space Reserve Account for the purpose of creating baseline reports for Conservation Restrictions held by the Grafton Land Trust on the Webber and Mazza Farm parcels, with funds to be expended by June 30, 2021.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 12. BORROWING TO PAY ADDITIONAL COSTS OF COMPLETING THE DEPARTMENT OF PUBLIC WORKS FACILITY PROJECT.

To see if the Town will vote to appropriate \$1,000,000 to pay the cost of completing the Department of Public Works facility project, which project was originally authorized by vote of the Town under Article 11 of the Warrant at the Annual Town Meeting held on May 8, 2017, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Submitted by: Town Administrator

MOTION by Select Board Member DeFazio: I move that the Town vote to appropriate \$1,000,000 to pay the cost of completing the Department of Public Works facility project, which project was originally authorized by vote of the Town under Article 11 of the Warrant at the Annual Town Meeting held on May 8, 2017, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The motion was seconded.

John Bechard, Chairman of the DPW Facility Committee gave a brief slideshow on the topic.

A discussion ensued by Town Meeting members.

A vote was taken.

The Moderator declared the motion carried by the required two-thirds vote.

ARTICLE 13. ROAD IMPROVEMENT STABILIZATION FUND

To see if the Town will vote to transfer \$1,500,000 from the Road Improvement Stabilization fund to the Road Improvement Capital Expenditures fund for road improvement projects consistent with Chapter 90 rules and regulations as recommended by the DPW Advisory committee and approved by the Select Board

Submitted by: Town Administrator

MOTION by Select Board Member Prisby: I move the Town vote to transfer \$1,500,000 from the Road Improvement Stabilization fund to the Road Improvement Capital Expenditures fund for road improvement projects consistent with Chapter 90 rules and regulations as recommended by the DPW Advisory committee and approved by the Select Board.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried by the required two-thirds vote.

ARTICLE 14. LONG RANGE TREE REMOVAL/REPLACEMENT ACCOUNT

To see if the Town will vote to establish a Long-Range Tree Removal/Replacement Account, to be spent at the direction of the Select Board, and to release from the overlay account \$200,000 for the purposes of removing and replacing trees throughout the town.

Submitted by: Town Administrator

MOTION by Select Board Member Thomas: I move the Town vote to establish a Long Range Tree Removal/Replacement Account, to be spent at the direction of the Select Board, and to release from the overlay account \$200,000 for the purposes of removing and replacing trees throughout the town.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 15. DEROSIERS LANDING ROADWAY ACCEPTANCE

To see if the Town will vote to accept the roadways and associated utilities and easements in the Dendee Acres Subdivision known as Derosiers Landing.

Submitted by: Town Administrator

MOTION by Select Board Member Carlson: I move the Town vote to accept the roadways and associated utilities and easements in the Dendee Acres Subdivision known as Derosiers Landing.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 16. ELECTRIC AGGREGATION ADDER REVOLVING ACCOUNT

To see if the Town will vote to amend Article 39 of the Grafton General Bylaws as previously approved in Article 9A of the May 2018 Annual Town Meeting Warrant to include an account entitled “Electric Aggregation Energy Adder” to be spent at the direction of the Town Administrator for the fiscal year beginning July 1, 2019 to be expended in accordance with the bylaws hereto approved.

Board/Department/Officer authorized to expend:	Revenue Source	Funds may be expended only for:	FISCAL YEARS
Town Administrator	Electric aggregation energy adder	Sustainability initiatives	Fiscal Year 2020 and subsequent years

Submitted by: Town Administrator

MOTION by Select Board Member DeFazio: I move the Town vote to amend Article 39 of the Grafton General Bylaws as previously approved in Article 9A of the May 2018 Annual Town Meeting Warrant to include an account entitled “Electric Aggregation Energy Adder” to be spent at the direction of the Town Administrator for the fiscal year beginning July 1, 2019 to be expended in accordance with the bylaws hereto approved.

Board/Department/Officer authorized to expend:	Revenue Source	Funds may be expended only for:	FISCAL YEARS
Town Administrator	Electric aggregation energy adder	Sustainability initiatives	Fiscal Year 2020 and subsequent

			years
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The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 17. ELECTRIC AGGREGATION ADDER REVOLVING ACCOUNT SPENDING LIMIT

To see if the Town will vote to authorize the total expenditures for the following revolving funds, not to exceed \$75,000, for the purposes of providing electric aggregation funds pursuant to G.L. c. 44 Section 53E ½ for the fiscal year beginning July 1, 2019 to be expended in accordance with the bylaws heretofore approved.

Board/Department/Officer authorized to expend:	Spending Limit
Town Administrator	\$75,000

Submitted by: Town Administrator

MOTION by Select Board Member Prisby: I move the Town vote to authorize the total expenditures for the following revolving funds, not to exceed \$75,000, for the purposes of providing electric aggregation funds pursuant to G.L. c. 44 Section 53E ½ for the fiscal year beginning July 1, 2019 to be expended in accordance with the bylaws heretofore approved.

Board/Department/Officer authorized to expend:	Spending Limit
Town Administrator	\$75,000

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried by the required two-thirds vote.

ARTICLE 18. DRAINAGE EASEMENTS, ADAMS ROAD

To see if the Town will vote I move that the Town vote to authorize the Select Board to acquire by gift, purchase, or taking, certain temporary and permanent easements to real property abutting Adams Road and in Lot 38, that are necessary for laying sewers or drains, the survey and legal descriptions of which are shown on the plan on file at the Office of the Town Clerk and available on the Town's website.

Submitted by: Town Administrator

MOTION by Select Board Member Thomas: I move that the Town vote to authorize the Select Board to acquire by gift, purchase, or taking, certain temporary and permanent easements to real property abutting Adams Road and in Lot 38, that are necessary for laying sewers or drains, the survey and legal descriptions of which are shown on the plan on file at the Office of the Town Clerk and available on the Town's website.

The motion was seconded.

Finance Committee Chair, Mathew Often, advised that the Finance Committee had reconsidered and now supports passage of Article 18 & 19.

A vote was taken.

The Moderator declared the motion carried by the required two-thirds vote.

ARTICLE 19. ADAMS ROAD DRAINAGE PROJECT

To see if the Town will vote ~~to~~ transfer \$130,000 from free cash to be spent at the direction of the Select Board for the purposes of upgrading and installing drainage along Adams Road and on any easements on abutting properties.

Submitted by: Town Administrator

MOTION by Select Board Member Carlson: I move the Town vote to transfer \$130,000 from free cash to be spent at the direction of the Select Board for the purposes of upgrading and installing drainage along Adams Road and on any easements on abutting properties.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried by the required two-thirds votes.

ARTICLE 20. TOWN CHARTER AMENDMENTS

To see if the Town will vote to amend the Town Charter pursuant to Town Meeting's vote on Article 35 of the May 13, 2019 Annual Town Meeting Warrant by replacing the words "Board of Selectmen" wherever those words appear with the words, "Select Board" as shown on the revised copy of the Town Charter on file at the Town Clerk's Office.

Submitted by: Town Administrator

MOTION by Select Board Member DeFazio: I move the Town vote to amend the Town Charter pursuant to Town Meeting's vote on Article 35 of the May 13, 2019 Annual Town Meeting Warrant by replacing the words "Board of Selectmen" wherever those words appear with the words, "Select Board" as shown on the revised copy of the Town Charter on file at the Town Clerk's Office.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried by the required two-thirds votes.

ARTICLE 21. TOWN GENERAL BYLAW AMENDMENTS

To see if the Town will vote to amend the General Bylaw pursuant to Town Meeting's vote on Article 35 of the May 13, 2019 Annual Town Meeting Warrant by replacing the words "Board of Selectmen" wherever those words appear with the words, "Select Board" as shown on the revised copy of the General Bylaws on file at the Town Clerk's Office.

Submitted by: Town Administrator

MOTION by Select Board Member Prisby: I move the Town vote to amend the General Bylaw pursuant to Town Meeting's vote on Article 35 of the May 13, 2019 Annual Town Meeting Warrant by replacing the words "Board of Selectmen" wherever those words appear with the words, "Select Board" as shown on the revised copy of the General Bylaws on file at the Town Clerk's Office.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 22. TOWN ZONING BYLAW AMENDMENTS

To see if the Town will vote to amend the Zoning Bylaw pursuant to Town Meeting's vote on Article 35 of the May 13, 2019 Annual Town Meeting Warrant by replacing the words "Board of Selectmen" wherever those words appear with the words, "Select Board" as shown on the revised copy of the Zoning Bylaws on file at the Town Clerk's Office

Submitted by: Town Administrator

MOTION by Select Board Member Thomas: I move the Town vote to amend the Zoning Bylaw pursuant to Town Meeting's vote on Article 35 of the May 13, 2019 Annual Town Meeting Warrant by replacing the words "Board of Selectmen" wherever those words appear with the words, "Select Board" as shown on the revised copy of the Zoning Bylaws on file at the Town Clerk's Office.

The motion was seconded.

David Robbins, Chairman of the Planning Board, read the Planning Board's Report.

A vote was taken.

The Moderator declared the motion carried by the required two-thirds votes.

ARTICLE 23. ADDITIONAL COMPENSATION FOR TOWN CLERK

To see if the Town will vote to accept MGL Ch. 41, Sec. 19k, allowing for additional compensation for Town Clerk's based on the requirements set forth in the law.

Submitted by: Town Clerk

MOTION by Select Board Member Carlson: I move that the Town vote to accept MGL Ch. 41, Sec. 19k, allowing for additional compensation for Town Clerk's based on the requirements set forth in the law.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 24. CAPITAL IMPROVEMENT PLANNING COMMITTEE BYLAW

To see if the Town will vote to enact the following Town General Bylaw:

Capital Improvement Planning Committee

Purpose

The committee shall study the requirements and needs for Capital Improvement in the Town of Grafton. The committee shall advise the Town Administrator, Select Board, and Finance Committee on the results of its work.

Establishment and Membership

There shall be a Capital Improvement Planning Committee, henceforth abbreviated CIPC, comprising seven (7) members. Three (3) members shall be chosen by their respective boards as follows: one member each from the Finance Committee, School Committee and Board of Selectmen; and four citizens at-large appointed by the Town Moderator. Each citizen-at-large member shall serve a two (2) year term. The Town

Administrator and Superintendent of Schools, or their designated representatives, will be non-voting members. All voting members shall be registered voters of the Town of Grafton. Said Committee shall choose its own officers, set its own rules and shall serve without pay. Any vacancies shall be filled in the same manner as the original appointment and persons appointed to fill vacancies shall serve for the remainder of his predecessor's term of office.

Definitions

- A. Capital Improvement.
 - Any acquisition, lease or transfer of land; or building
 - Any acquisition, lease or transfer of motor vehicles
 - Any acquisition or lease of any single item of equipment with a total cost of \$10,000 or more, and a substantial useful life of at least five (5) years
 - Any construction, reconstruction, replacement, extension or other improvement of public buildings, highways, sidewalks, storm drains, sewerage installations, playgrounds, parks and substantially similar public works, or for a facility, structure or a utility appurtenant to any of the same with a total cost of \$10,000 or more.
- B. Capital Budget. A one (1) year plan of estimated capital improvements and the method of financing them.
- C. CIPC Five Year Plan. An annual report assembled by the committee including recommendations for capital improvements for the following five (5) fiscal years. The report shall be submitted by December 1st to Finance Committee, the Select Board and Town Administrator for consideration and preparation of the Capital Budget.
- D. Capital Package. All capital project submission forms completed by departments and submitted to the Town Administrator to be reviewed by Capital Improvement Planning Committee.

Charge

The Capital Improvement Planning Committee is charged with carrying out the following duties, as appropriate, to fulfill its purpose:

- A. Maintain the CIPC Five Year Plan
- B. Review proposed capital projects in the Capital Package, or as necessary outside the budget process
- C. Recommend an annual capital budget
- D. Monitor the delivery of approved projects
- E. Research published best practices related to capital improvement planning
- F. Recommend tools, processes, and policies that relate to capital planning and budgeting that can be approved by the Select Board
- G. Any other relevant initiatives related to capital planning

Capital Request Submission Requirements

- A. All proposed capital improvements shall be submitted by departments in writing to the Town Administrator for inclusion in the capital improvement program. All

submissions must be received no later than August 15 for consideration in the capital budget for the following fiscal year.

- B. The Town Administrator compiles all submission requests into a comprehensive capital package. The capital package is given to the Capital Improvement Planning Committee for review, including all original submission forms received from departments. The capital package shall be provided by the Town Administrator to CIPC by September 1.

Submitted by: Capital Improvement Bylaw Study Committee

MOTION by Select Board Member DeFazio: I move that the Town vote to enact the following Town General Bylaw:

Capital Improvement Planning Committee

Purpose

The committee shall study the requirements and needs for Capital Improvement in the Town of Grafton. The committee shall advise the Town Administrator, Select Board, and Finance Committee on the results of its work.

Establishment and Membership

There shall be a Capital Improvement Planning Committee, henceforth abbreviated CIPC, comprising seven (7) members. Three (3) members shall be chosen by their respective boards as follows: one member each from the Finance Committee, School Committee and Board of Selectmen; and four citizens at-large appointed by the Town Moderator. Each citizen-at-large member shall serve a two (2) year term. The Town Administrator and Superintendent of Schools, or their designated representatives, will be non-voting members. All voting members shall be registered voters of the Town of Grafton. Said Committee shall choose its own officers, set its own rules and shall serve without pay. Any vacancies shall be filled in the same manner as the original appointment and persons appointed to fill vacancies shall serve for the remainder of his predecessor's term of office.

Definitions

- A. Capital Improvement.
 - Any acquisition, lease or transfer of land; or building,
 - Any acquisition, lease or transfer of motor vehicles
 - Any acquisition or lease of any single item of equipment with a total cost of \$10,000 or more, and a substantial useful life of at least five (5) years
 - Any construction, reconstruction, replacement, extension or other improvement of public buildings, highways, sidewalks, storm drains, sewerage installations, playgrounds, parks and substantially similar public works, or for a facility, structure or a utility appurtenant to any of the same with a total cost of \$10,000 or more.
- B. Capital Budget. A one (1) year plan of estimated capital improvements and the method of financing them.
- C. CIPC Five Year Plan. An annual report assembled by the committee including recommendations for capital improvements for the following five (5) fiscal years. The

report shall be submitted by December 1st to Finance Committee, the Select Board and Town Administrator for consideration and preparation of the Capital Budget.

- E. Capital Package. All capital project submission forms completed by departments and submitted to the Town Administrator to be reviewed by Capital Improvement Planning Committee.

Charge

The Capital Improvement Planning Committee is charged with carrying out the following duties, as appropriate, to fulfill its purpose:

- H. Maintain the CIPC Five Year Plan
- I. Review proposed capital projects in the Capital Package, or as necessary outside the budget process
- J. Recommend an annual capital budget
- K. Monitor the delivery of approved projects
- L. Research published best practices related to capital improvement planning
- M. Recommend tools, processes, and policies that relate to capital planning and budgeting that can be approved by the Select Board
- N. Any other relevant initiatives related to capital planning

Capital Request Submission Requirements

- C. All proposed capital improvements shall be submitted by departments in writing to the Town Administrator for inclusion in the capital improvement program. All submissions must be received no later than August 15 for consideration in the capital budget for the following fiscal year.
- D. The Town Administrator compiles all submission requests into a comprehensive capital package. The capital package is given to the Capital Improvement Planning Committee for review, including all original submission forms received from departments. The capital package shall be provided by the Town Administrator to CIPC by September 1.

The motion was seconded.

Colleen Roy, Capital Improvement Planning Committee Member, gave a brief presentation on the topic.

An amended motion was made by Paul Scarlett, to add that all CPA funded projects are excluded in two places specifically under section A:

Definitions

- A. Capital Improvement.

Any acquisition, lease or transfer of land; or building, **except those funded through CPA monies**

Any acquisition, lease or transfer of motor vehicles

Any acquisition or lease of any single item of equipment with a total cost of \$10,000 or more, and a substantial useful life of at least five (5) years

Any construction, reconstruction, replacement, extension or other improvement of public buildings, highways, sidewalks, storm drains, sewerage installations, playgrounds, parks and substantially similar public works, or for a facility, structure or a utility appurtenant to any of the same with a total cost of \$10,000 or more, **except those funded through CPA monies.**

The amended motion was seconded.

A motion was made to the move the question.

A vote was taken by hand.

A vote was taken on the amended motion.

The Moderator declared the amended motion defeated.

A discussion ensued between Town Meeting members.

Another amended motion was made by Tim Rodrique, to change the amounts from \$10,000 to \$50,000 in two places:

Definitions

A. Capital Improvement.

Any acquisition, lease or transfer of land; or building

Any acquisition, lease or transfer of motor vehicles

Any acquisition or lease of any single item of equipment with a total cost of **\$50,000** or more, and a substantial useful life of at least five (5) years

Any construction, reconstruction, replacement, extension or other improvement of public buildings, highways, sidewalks, storm drains, sewerage installations, playgrounds, parks and substantially similar public works, or for a facility, structure or a utility appurtenant to any of the same with a total cost of **\$50,000** or more.

The amended motion was seconded.

A discussion ensued between Town Meeting members.

A vote was taken.

The Moderator declared the amended motion defeated.

A motion was made to the move the question.

A vote was taken by hand count.

The Moderator declared the motion carried.

A vote was taken on the original motion.

The Moderator declared the motion defeated.

ARTICLE 25. MOSQUITO CONTROL

To see if the Town will vote to become a member of the Central Massachusetts Mosquito Control Project, pursuant to MGL c. 252, § 5A and other applicable sections of said law.

Submitted by: Board of Health

MOTION by Select Board Member Prisby: I move the Town vote to become a member of the Central Massachusetts Mosquito Control Project, pursuant to MGL c. 252, § 5A and other applicable sections of said law

The motion was seconded.

Deb Chouinard, Board of Health Member, spoke briefly on the topic.

A discussion ensued between Town Meeting members.

Sam Tellford III, Professor of Infectious Disease, spoke briefly on the topic.

A motion to move the question was made.

A vote by hand count was taken.

The Moderator declared the question moved.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 26. 7 INSTITUTE ROAD REAR CELL TOWER LEASE/PURCHASE

To see if the Town will vote to dispose of 7 Institute Road Rear by sale, lease of up to 30 years, or other terms deemed in the Town's best interests by the Select Board, for purposes of locating a cellular tower thereon.

Submitted by: Town Administrator

MOTION by Select Board Member Thomas: I move that the Town vote to dispose of 7 Institute Road Rear by sale, lease of up to 30 years, or other terms deemed in the Town's best interests by the Select Board, for purposes of locating a cellular tower thereon.

The motion was seconded.

Timothy McInerny, Town Administrator, spoke briefly on the topic.

A discussion ensued between Town Meeting members.

The Moderator spoke to Town Meeting members to clarify how voting would affect the article.

A vote was taken.

The Moderator declared the motion was defeated as it did not meet the required two-thirds votes.

ARTICLE 27. SEWER DEPARTMENT MAJOR EQUIPMENT REPAIR/REPLACEMENT

To see if the Town will vote to transfer the sum of \$100,000 from Sewer Retained Earnings Account #25-045-1-3590-5-0 to account entitled "Major Equipment Repair/Replacement" Account #25-800-6440-6069

Submitted by: Board of Sewer Commissioners

MOTION by Select Board Member Carlson: I move the Town vote to transfer the sum of \$100,000 from Sewer Retained Earnings Account #25-045-1-3590-5-0 to account entitled "Major Equipment Repair/Replacement" Account #25-800-6440-6069.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 28. SEWER DEPARTMENT PLANT UPGRADE/EXPANSION

To see if the Town will vote to transfer the sum of \$400,000 from Sewer Retained Earnings Account #25-045-1-3590-5-0 to account entitled "Plant Upgrade/Expansion" #25-800-6440-6068.

Submitted by: Board of Sewer Commissioners

MOTION by Select Board Member DeFazio: I move the Town vote to transfer the sum of \$400,000 from Sewer Retained Earnings Account #25-045-1-3590-5-0 to account entitled "Plant Upgrade/Expansion" #25-800-6440-6068.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 29. SEWER DEPARTMENT INFLOW & INFILTRATION INSPECTION & REPAIR

To see if the Town will vote to transfer the sum of \$100,000 from Sewer Retained Earnings Account #25-045-1-3590-5-0 to account entitled "Inflow & Infiltration and Repair" #25-800-6440-6288.

Submitted by: Board of Sewer Commissioners

MOTION by Select Board Member Prisby: I move the Town vote to transfer the sum of \$100,000 from Sewer Retained Earnings Account #25-045-1-3590-5-0 to account entitled "Inflow & Infiltration and Repair" #25-800-6440-6288.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

ARTICLE 30. FUND VARIOUS STABILIZATION ACCOUNTS

To see if the Town will vote to pass over this article.

Submitted by: Town Administrator

MOTION by Select Board Member Thomas: I move the Town vote to pass over this article.

The motion was seconded.

A vote was taken.

The Moderator declared the motion carried.

A motion was made to adjourn the meeting at 10: 29 pm.

The motion was seconded.

The Moderator declared the motion carried and declared the meeting adjourned.

A true copy,

Attest,

Kandy L. Lavallee

Town Clerk